

FREEDOM OF INFORMATION ACT ANNUAL REPORT

FOIA Data Submission Form for Treasury Bureaus

Fiscal Year 1999
(Oct. 1, 1998-Sept. 30, 1999)

I. and II-A. (Not for bureaus.)

Item II.B. Brief Description of response-time ranges.

Response time ranged from 1 to 9 days for simple requests to 10 to 22 days for regular requests.

Item II.C. Brief description why some requests are not granted.

The most common reasons why some requests could not be granted are they are statutorily exempt under 5 U.S.C. 552 b(4) and 552 b(6). The information contained confidential propriety business data or was protected under personal privacy regulations, respectively.

Item III. Definition of terms and acronyms used in this report.

Agency specific acronyms or terms – N/A

Basic Terms (See DOJ's Basic Terms List)

Item IV. Exemption 3 Statutes.

N/A

V. FOIA/PA Access Requests. Include all access requests, whether first-party or third-party.

A. Number of initial requests. Total of the numbers in lines 1 and 2, minus the number in line 3, should equal the number in line 4.

1. Number of requests pending as of end of preceding fiscal year: 3
2. Number of requests received during current fiscal year: 204
3. Number of requests processed during current fiscal year: 203
4. Number of requests pending as of end of current fiscal year: 4

B. Disposition of initial requests.

1. Total grants: 66
2. Partial grants: 51
3. Denials: 48

a. Number of times each FOIA exemption used (counting each exemption once per request):

(b)(1) <u>0</u>	(b)(6) <u>27</u>	(b)(7)(E) <u>0</u>
(b)(2) <u>1</u>	(b)(7)(A) <u>0</u>	(b)(7)(F) <u>0</u>
(b)(3) <u>0</u>	(b)(7)(B) <u>0</u>	(b)(8) <u>0</u>
(b)(4) <u>40</u>	(b)(7)(C) <u>0</u>	(b)(9) <u>0</u>
(b)(5) <u>7</u>	(b)(7)(D) <u>0</u>	

4. Other reasons for nondisclosure (total): 38
- a. no records 24
 - b. referrals 0
 - c. withdrawn 11
 - d. fee-related 3
 - e. records not reasonably described 0
 - f. not a proper FOIA request for some other reason 0
 - g. not an agency record 0
 - h. duplicate request 0
 - i. other (specify): N/A

VI. Appeals of initial denials of FOIA/PA requests. Again, include all access requests, whether first-party or third-party.

A. Number of appeals.

- 1. Number of appeals received during fiscal year: 7
- 2. Number of appeals processed during fiscal year: 6

B. Disposition of appeals.

- 1. Number completely upheld: 6
- 2. Number partially reversed: 0
- 3. Number completely reversed: 0
 - a. number of times each FOIA exemption used (counting each exemption once per appeal):

(b)(1) <u>0</u>	(b)(6) <u>2</u>	(b)(7)(E) <u>0</u>
(b)(2) <u>0</u>	(b)(7)(A) <u>0</u>	(b)(7)(F) <u>0</u>
(b)(3) <u>0</u>	(b)(7)(B) <u>0</u>	(b)(8) <u>0</u>
(b)(4) <u>5</u>	(b)(7)(C) <u>0</u>	(b)(9) <u>0</u>
(b)(5) <u>0</u>	(b)(7)(D) <u>0</u>	

4. Other reasons for non-disclosure (total): 0
- a. no records 0
 - b. referrals 0
 - c. withdrawn 0
 - d. fee-related 0
 - e. records not reasonably described 0
 - f. not a proper request/appeal for some other reason 0
 - g. not an agency record 0
 - h. duplicate request 0
 - i. Other (specify): N/A

VII. Compliance with Time Limits/Status of Pending Requests.

A. Median time for processing requests.

Agencies should count days from the time at which a request is perfected. You may separately report each track of a multi-track system, as well as an expedited processing track. Following are examples for obtaining the median number: Given 7 requests completed during the fiscal year, aged 10, 25, 35, 65, 75, 80 and 400 days from date of perfection to date of completion, the total number of requests completed during the fiscal year would be 7 and the median age of the completed requests would be 65 days. If there were 6 pending cases aged 10, 20, 30, 50, 120 and 200 days from date of perfection to date of completion, the total number of requests completed would be 6 and the median age would be 40 days (the average of the 2 middle numbers).

1. Simple Requests (report only if multi-track processing is used. If not used, report as N/A).

- a. number of requests processed: N/A
- b. median number of days to process: N/A

2. Complex Requests (specify for any and all tracks used).

a. number of requests processed: 203

b. median number of days to process: 6

3. Requests accorded expedited processing.

a. number of requests processed: N/A

b. median number of days to process: N/A

B. Status of pending requests (bureaus using multiple tracks may provide number for each track, as well as total).

1. Number of requests pending at end of FY 99: 4
(This number should match section V-A-4.)

2. Median number of days that such requests were pending as of that date: 6

VIII. Comparisons with Previous Years (Not required).

IX. Costs/FOIA Staffing.

A. Staffing levels.

1. Number of full time FOIA personnel: 1

2. Number of personnel with part-time or occasional FOIA duties (in total work-years): 2/3

3. Total number of personnel (in work-years): 1 2/3

B. Total costs (staff and resources combined).

1. FOIA processing (including appeals): \$ 95,513.99

2. Litigation-related activities (estimated): \$ 0.00

3. Total Costs: \$ 95,513.99

4. Comparison with previous years. (Not required).

C. Statement of additional resources needed for FOIA compliance (optional).

X. Fees.

A. Total fees collected FY 99: \$ 6,780.55

B. Percentage of total costs: 7.1 %

XI. FOIA Regulations. (Not for bureaus.)